JPSD Student ID System Evaluation Rubric

This rubric will be used to evaluate vendor proposals for the Student ID System. Each proposal will be scored on a scale of 1 to 5 for each criterion. The scores will be weighted based on the importance of each category.

Evaluation Criteria	Description	Points	Score (1–5)	Weighted Score
System Functionality & Features	Meets all required system capabilities: ID creation, demographic integration, mobile ID, alerts for suspended/vaccine non-compliant students, RFID/QR capabilities, district/school logos, lost ID request feature, and web camera functionality.	20%		
Integration with SIS & Other Systems	Seamless, real-time integration with SIS and compatibility with cafeteria, library, transportation, and attendance systems.	15%		
ID Options (Physical & Digital)	Includes durable physical cards and mobile-compatible digital IDs for middle/high school students that are secure and non-replicable (e.g., via photo).	10%		
Printing & Issuance Process	Centralized printing capability with optional school-based or kiosk support. Reissuance for lost/broken IDs is streamlined and user-friendly.	10%		
Security & Access Control Features	Includes ID scanning capabilities for event access, attendance, entry points, and visitor management. Alert system for	10%		

	suspended/unvaccinated students.			
Reporting & Data Output	Ability to generate reports for attendance, cafeteria, library, special activities, at both school and district levels.	5%		
Equipment Package & Unit Costs	Comprehensive breakdown and appropriateness of equipment costs (printers, ink, scanners, cameras, etc.).	5%		
Implementation Plan & Training	Detailed implementation plan, on-site training provided, and quarterly professional development options clearly outlined.	10%		
Customer Support	Availability of support during district hours (8:00 a.m. – 5:00 p.m. CST) and a clearly identified point of contact for assistance.	5%		
Cost Proposal & Payment Terms	Transparent, itemized costs for software, equipment, supplies, training. Acknowledgement of payment schedule and penalties for late delivery.	5%		
Data Sharing Agreement	Inclusion and adequacy of the required data-sharing agreement.	5%		

Scoring Scale (1–5):

5 – Excellent: Fully meets or exceeds all expectations

4 – Good: Meets most expectations with minor gaps

3 – Satisfactory: Adequately meets minimum requirements

2 – Fair: Meets some requirements but with significant limitations

1 – Poor: Fails to meet core requirements

Final Evaluation

Total Weighted Score (out of 100%)	
Comments/Notes:	